



District No. 1

Red Lodge Public Schools District No. 1

December 11, 2018

To Whom It May Concern:

I am writing you in regards to the missed Form 472-Bear from the 2nd part of 2017-2018 school year. I am new to the position of District Clerk/Business Manager and am writing instructions and to-do lists as I go, however I am depending of whatever I can find. Unfortunately, I didn't see anything on filing out this form in July. The reason most likely was that I was very sick last spring until the end of July when I was able to get a much needed surgery from which I was out for about a month and recovering for a while after that. I had someone covering for me doing the very basic needed duties that I have (payroll, claims, etc.), thankfully.

With all of this, the Bear Form was missed. If you could please give me a waiver so that I can file, I would greatly appreciate it.

Thank you for your time,



Shanna Nicol

District Clerk/Business Manager

Red Lodge Public Schools District #1

Mountain View Elementary

P.O. Box 1090
(406) 446-1804
Fax (406) 446-2037

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Roosevelt Middle School

P.O. Box 1090
(406) 446-2110
Fax (406) 446-3975

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Red Lodge High School

P.O. Box 1090
(406) 446-1903
Fax (406) 446-3953

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